SHAARD

Indiana State Historic Architectural and Archaeological Research Database





USER'S GUIDE

April 10, 2008

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I. INTRODUCTION

The Indiana State Historic Architectural and Archaeological Research Database (SHAARD) of the Division of Historic Preservation and Archaeology (DHPA) allows users to search information on known historic and archaeological resources throughout Indiana. The data contained in SHAARD was collected from previously conducted cultural resource inventories, National Register listings, research projects, and cultural resource management project reports.

Access to all of the historic resource data is available on the web at

https://secure.in.gov/apps/dnr/shaard/welcome.html and is open to the public. Access to archaeological site locations and detailed site information is restricted and password protected and will be granted to qualified individuals who meet the Secretary of the Interior's Professional Qualification Standards with a specialty in prehistoric, historic and/or underwater archaeology or geomorphology. Access will be granted to individuals, not companies.

At this time, there is not a GIS component to SHAARD. The DHPA is currently digitizing site locations through different initiatives and hopes to have a GIS component of SHAARD available in the future.

SHAARD does include data from the Indiana Cemetery Registry, on historic bridges, from properties listed in the National Register of Historic Places, and on historic theaters in Indiana.

The quality of the data varies with the completeness and precision of the original records and may be outof-date. Absence of data does not necessarily indicate the absence of resources. In addition, at the outset, SHAARD does not yet contain data from structural surveys or from many archaeological surveys. That data will be added over the next five years as funding is obtained.

THE ACT OF CHECKING SHAARD DOES NOT RELIEVE THE USER OF COMPLYING WITH APPLICABLE LOCAL, STATE OR FEDERAL LAWS AND REGULATIONS. Furthermore, the majority of properties included in SHAARD are privately owned and are not open to the public. Please respect property owners' privacy.

Users are encouraged to notify the DHPA about additions or corrections that may be necessary at SHAARDAdmin@dnr.IN.gov. Please include references or other documentation to substantiate requested changes or additions. New sites will be added to the database as they are received.

Users are also encouraged to notify the DHPA at SHAARDAdmin@dnr.IN.gov of difficulties in accessing data or other issues encountered in using the database. Other comments are also appreciated.

SHAARD was made possible with financial support from the Federal Highway Administration, the Indiana Department of Natural Resources, and the Historic Preservation Fund of the U.S. Department of the Interior, National Park Service.

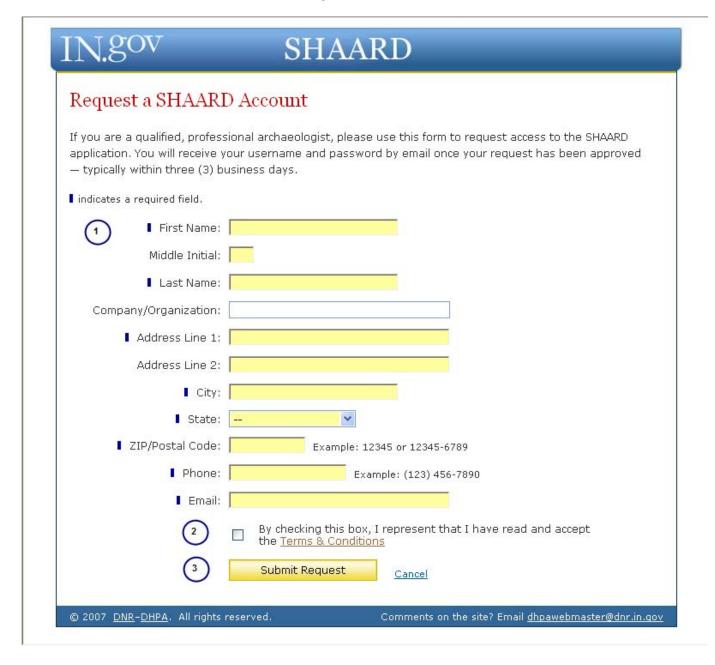
II. HOW TO ACCESS SHAARD

- 1. To enter SHAARD as a guest, click here. By entering as a guest, you will have access to all of the digitally available historic resource data except for archaeological information.
- 2. If you have a Username and Password, type them in here to Sign In to SHAARD. To receive a Username and Password, you must request an account. If you forget your password or have problems logging in, please email SHAARDAdmin @dnr.IN.gov for assistance.



- 3. To request an account, click here. You will be directed to a new screen where you will be asked to provide contact information. Only approved individuals will be given an account. The next page of this document will explain further how to request an account.
- 4. Click here to see Frequently Asked Questions about SHAARD. These are updated on a regular basis.

III. HOW TO REQUEST A SHAARD ACCOUNT



- 1. Fill in your pertinent contact information.
- 2. Read and accept the Terms & Conditions of SHAARD usage by checking the box. Without reading and accepting the Terms & Conditions, you will not be able to advance further into SHAARD.
- 3. Once done, click on the Submit Request button. Your request will be sent to the SHAARD Administrator for processing.

IV. TERMS & CONDITIONS FOR SHAARD USAGE

You must read and accept the Terms & Conditions for SHAARD usage to be able to advance further into the application.

INgov

SHAARD

Accept Terms and Conditions

- 1) I understand and agree that the confidential information contained in SHAARD may not be released to unauthorized individuals or organizations. Confidential information includes, but is not limited to, locational information for all archaeological sites and locational information for owner-restricted National Register property listings.
- 2) I understand and agree that the data available through SHAARD is not complete, may be inaccurate, and may be modified as new information is prepared for inclusion in the database.
- 3) I understand and agree that SHAARD contains information from archaeological and historic properties that are under the jurisdiction, ownership, and/or under the control of other entities, such as state and federal agencies, private individuals, and tribal governments. Said properties may be afforded additional levels of legal protection related to the restrictions on cultural resource information. I agree to use SHAARD information only in compliance with applicable municipal, county, state, tribal or federal laws and regulations.
- 4) I understand and agree that the absence of information contained in SHAARD concerning cultural resources in a particular location does not necessarily indicate that no such resources exist in said location. I also understand and agree that the absence of information concerning cultural resources in a particular location may be due simply to a lack of survey investigations of said location.
- 5) I understand and agree that the inclusion of a resource in SHAARD does not imply that it has special standing with the programs of the Division of Historic Preservation and Archaeology, unless it has been officially recognized by the National Park Service through listing in the National Register of Historic Places. I also understand and agree that properties included in SHAARD are not necessarily assured grants and/or any other public assistance and/or legal protections.
- 6) I understand and agree that access to SHAARD does not constitute permission to enter onto or conduct archaeological investigations on any land for which cultural resource records are maintained in the inventory. I further understand and agree that it is my responsibility to obtain written permission from appropriate municipal, county, state, federal or tribal officials, or private property owners, before instituting any archaeological or cultural resource investigations on, or related to, their lands. Copies of the products of such research should be sent to appropriate officials or landowners, and all permit terms and conditions must be honored.

	I accept t	he abovi	e terms and	conditions.
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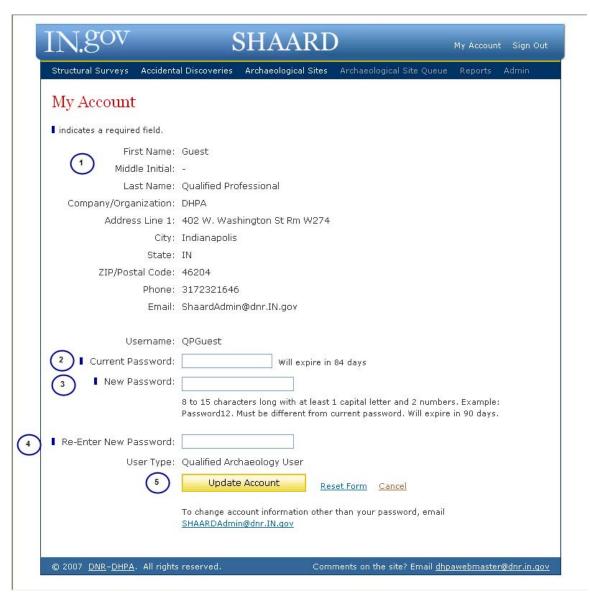
Continue

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Comments on the site? Email dhpawebmaster@dnr.in.gov

V. UPDATING ACCOUNT INFORMATION

- 1. Once you receive email notification that your account has been approved, you will need to verify that your contact information is correct. If you need to change account information other than your password, email SHAARDAdmin@dnr.IN.gov.
- 2. Your current password is the default password included in your confirmation email. This password will expire 90 days from the day it was assigned. It is recommended that you change your password.
- 3. New passwords need to be 8 to 15 characters long and include at least 1



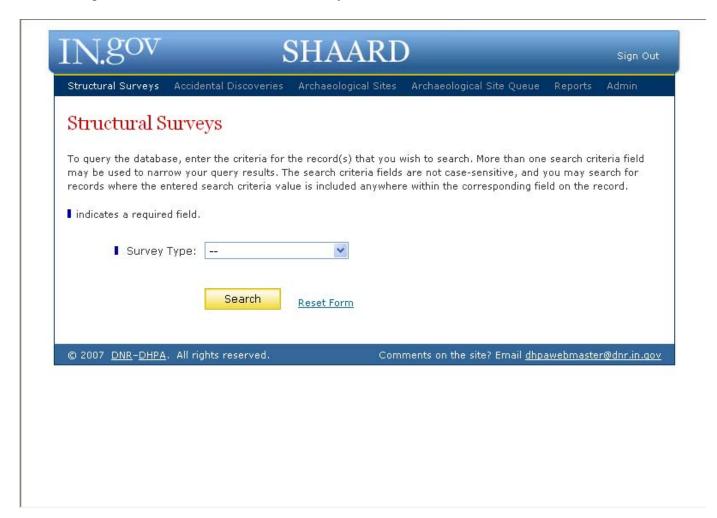
capital letter and 2 numbers. All passwords expire in 90 days from date they were assigned.

- 4. Re-enter your new password for accuracy.
- 5. You can either update your account to accept the new password or reset the form. If you reset the form, only the password fields will clear. Cancelling from this page will not save your new password.

VI. HOW TO SEARCH SHAARD

Once the Terms & Conditions of SHAARD are accepted, users will be directed to the Structural Survey Search page. Only users with approved accounts that are logged into SHAARD will have the ability to search Accidental Discoveries (Page 16) and Archaeological Sites (Page 20).

There are currently four different Structural Survey datasets from which users can search. They include Cemetery Registry, Historic Bridges, National Register, and Theaters. Although **IHSSI (County Survey)** is a menu option, this dataset does not contain any records at this time.



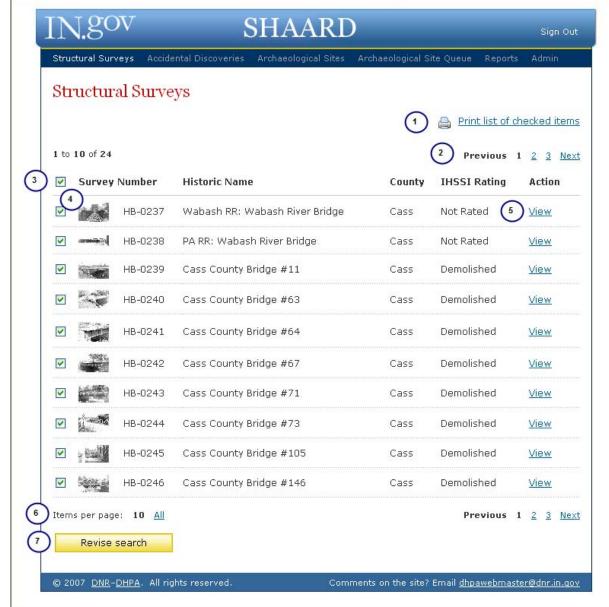
Using Historic Bridges as an example, the following chapter will illustrate the results of a search in Cass County.

VII. STRUCTURAL SURVEY SEARCH RESULTS

(Historic Bridges – Cass County)

Structural Surv	eys	
may be used to narrow yo	nter the criteria for the record(s) that you wis our query results. The search criteria fields ar d search criteria value is included anywhere v	e not case-sensitive, and you may search t
I indicates a required field	I.	
■ Survey Type:	Historic Bridges	Submit a Structural Surv Record
Survey Number:		• <u>Cemetery</u>
County:	Cass	Historic Bridge
Legal Township:		IHSSI (County Survey)
Quad Name:		National Register Theater
City/Location:		• <u>Illeater</u>
Historic Name:		
Historic District Name:		
Year Built/Established:		
Architect/Builder:		
Architectural Firm:		
Vernacular:		~
Rating:	🔻	
Status:	💙	
Status date:		
	Search Peset Form	

- 1. By clicking "Print list of checked items," the list as it appears below will print.
- 2. The user can select the next page they wish to view by clicking on the number or selecting Next.
- 3. By clicking on this box, all of the records will be unselected and the user can select which sites he would like to print in list form.
- 4. Clicking on any photograph will enlarge it without opening the record.
- 5. Click View to view the data contained within the record.



- 6. The user can determine how many records should be visible on the search results page.
- 7. By clicking Revise Search, the user will return to the Structural Survey Search page.

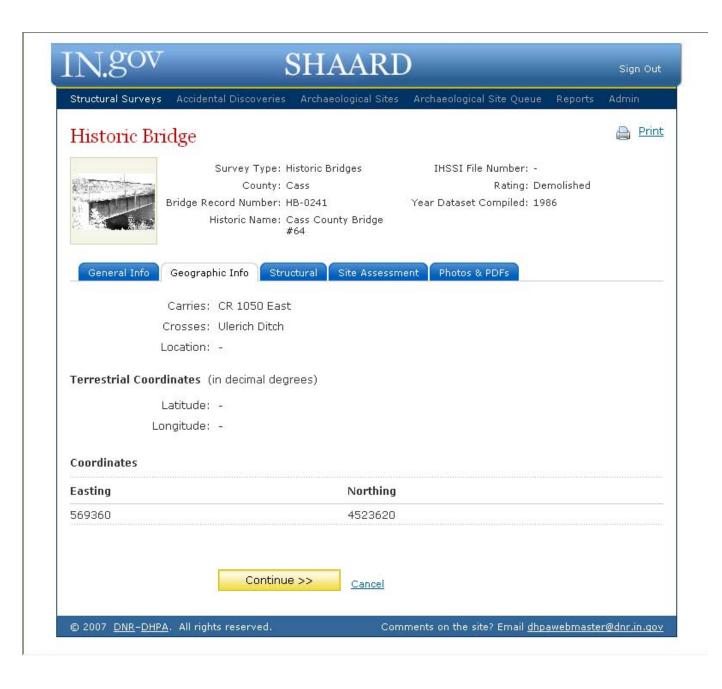
THESE FEATURES ARE THE SAME FOR EVERY DATASET.

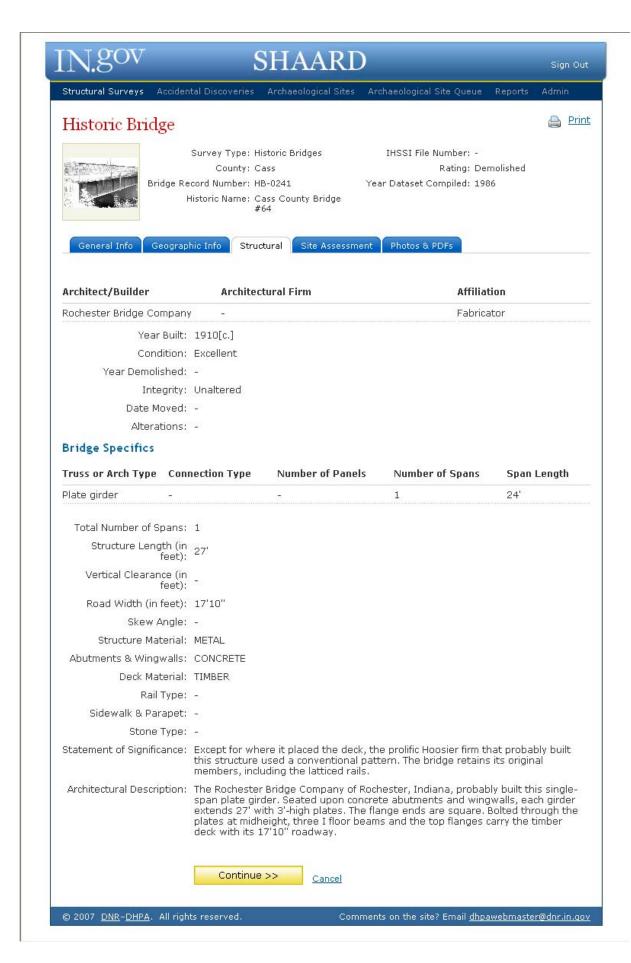
The following pages is what the user will see when choosing to View Cass County Bridge #64.

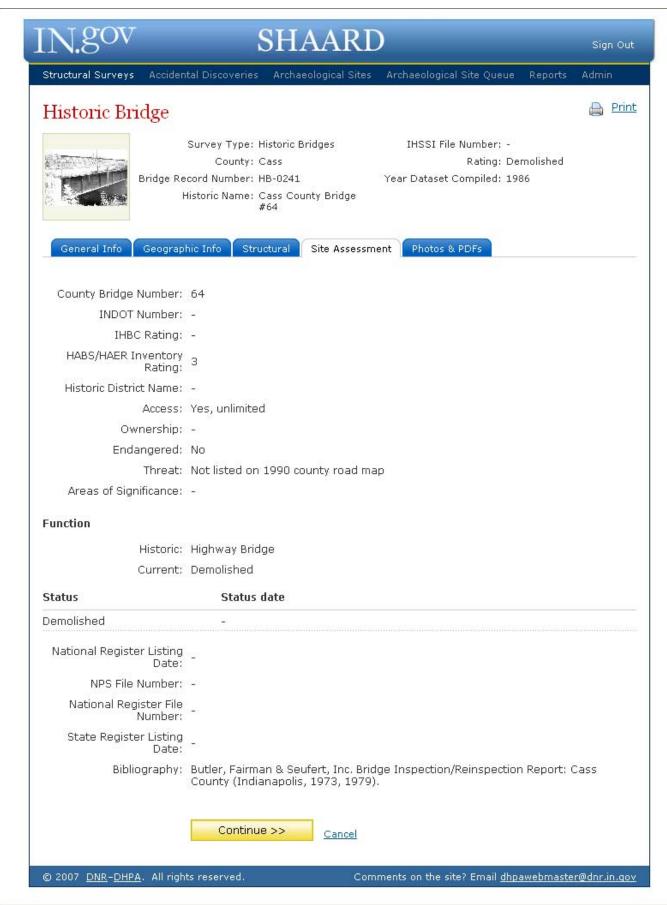


- 1. Clicking Print from within the record will print the data associated with that record.
- 2. The user can page through the record by clicking on the appropriate tab. Clicking on the tabs allows the user to skip pages.
- 3. The user can also sequentially page through the record by clicking Continue. Clicking cancel will return you to the search results page.

THESE FEATURES ARE THE SAME FOR EVERY DATASET.







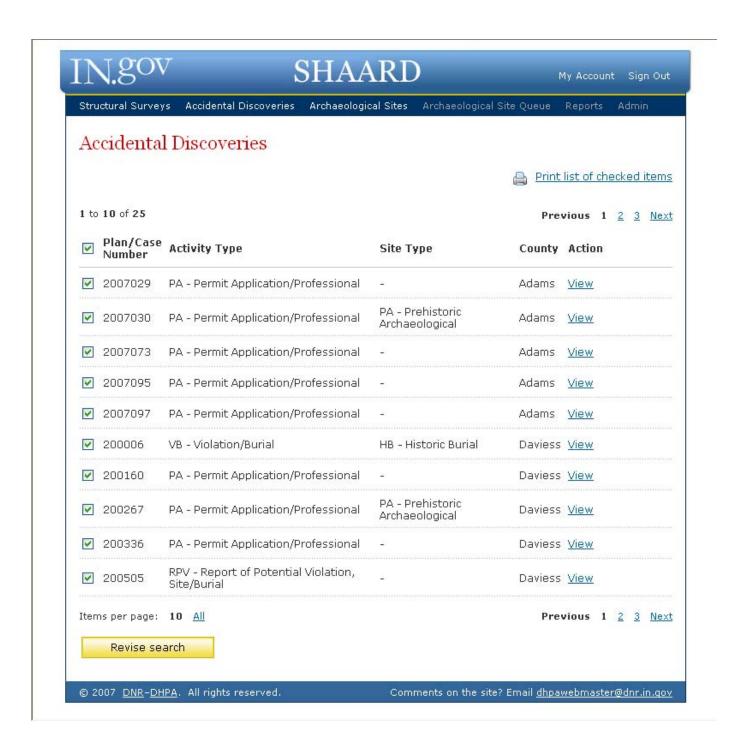


Please note that the majority of records within SHAARD do not have photographs or pdfs associated with them.

VIII. ACCIDENTAL DISCOVERIES SEARCH

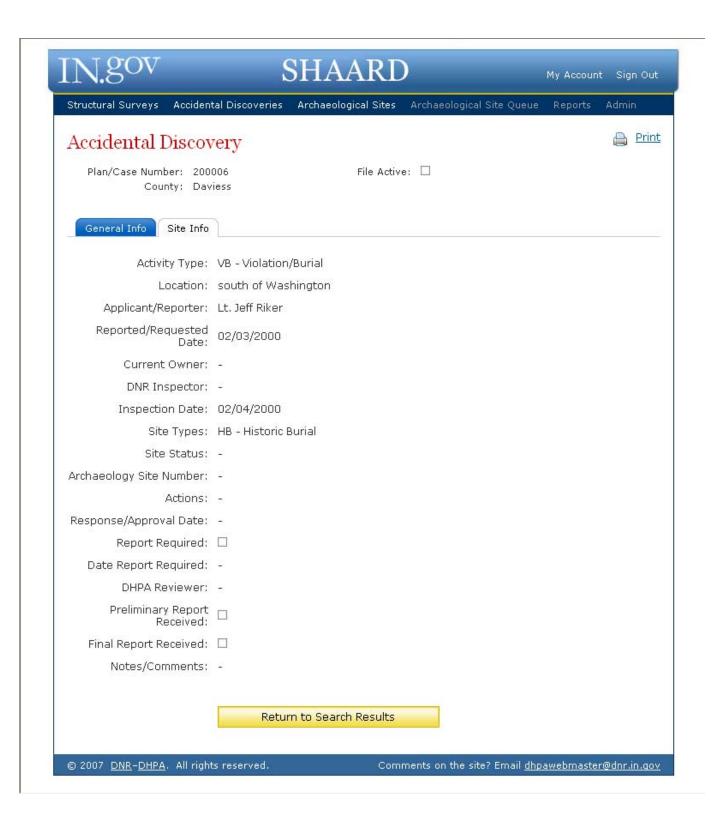


If you were to search on PA - Permit Application / Professional, the results can be found on the following pages.



By choosing to View Plan/Case Number 200006, you will see the following information.

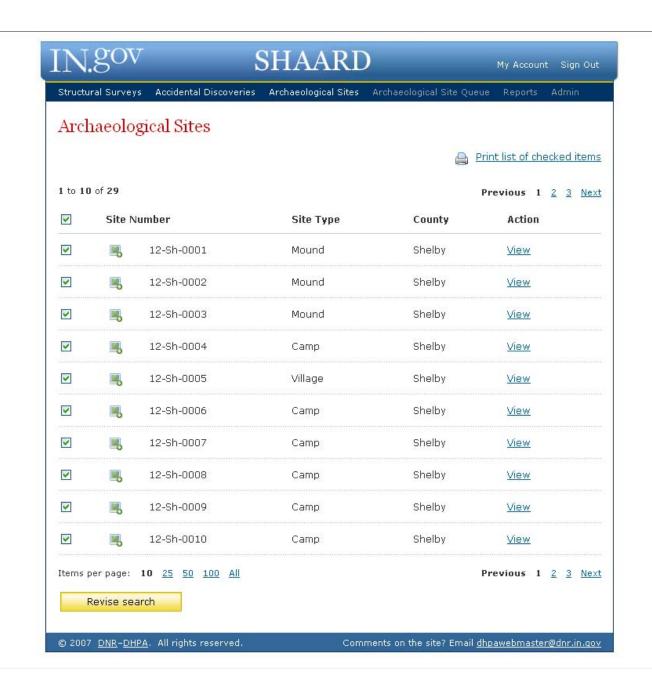


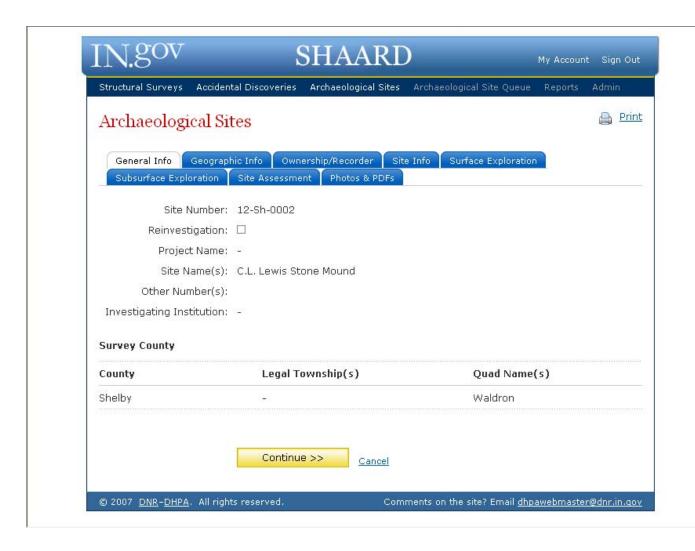


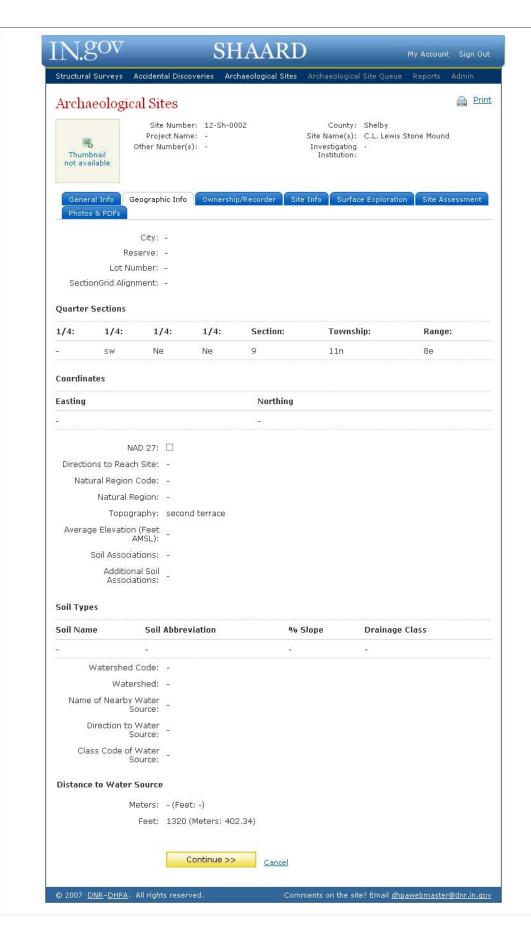
IX. ARCHAEOLOGICAL SITES SEARCH

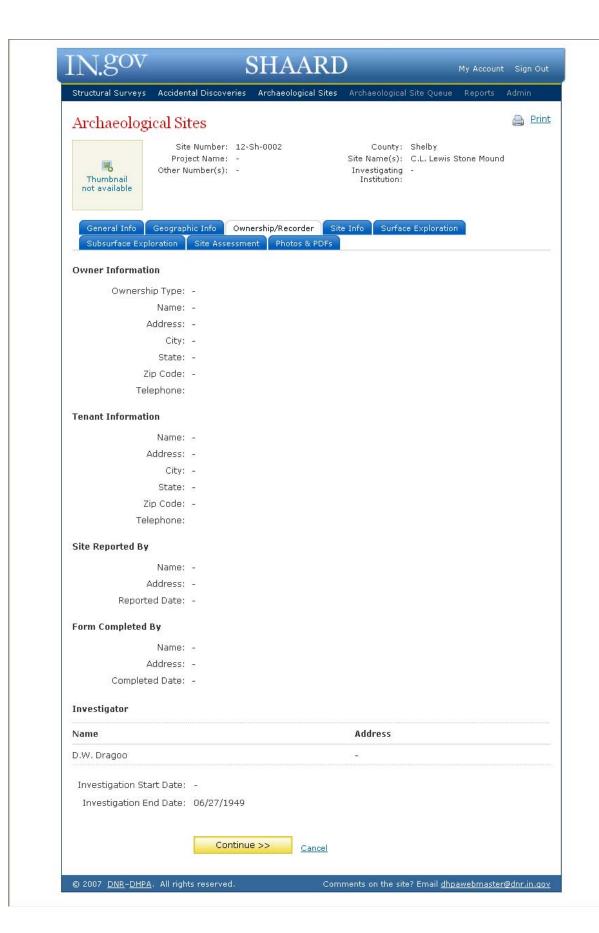
From this page the user can either search for Archaeology Sites or Submit an Archaeological Site. To query the database, enter the criteria for the record(s) that you wish to search. More than one search criteria field may be used to narrow your query results. The search criteria fields are not case-sensitive, and you may search for records where the entered search criteria value is included anywhere within the corresponding field on the record. If searching on a Site Number, the number must include the appropriate county abbreviation and four digits separated by a hyphen (-).

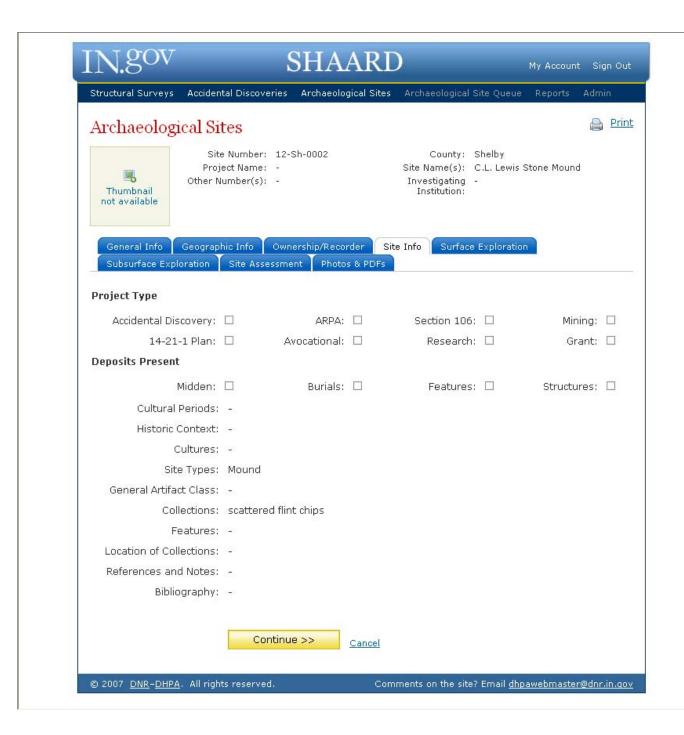
Structural Surveys Acci	dental Discoveries	Archaeological S	Sites Archaed	logical Site Queue	Reports Admin
Archaeological	Sites				
Site Number:	12-			100	rchaeological
Site Type:			~	Site	
Cultural Period:		8			
Historic Context:			~		
Culture:	<u></u>		~		
General Artifact Class:		~			
County:	~				
Legal Township:	🗸				
Quad Name:	💟				
Section:					
Township:					
Range:					
	Search	Reset Form			
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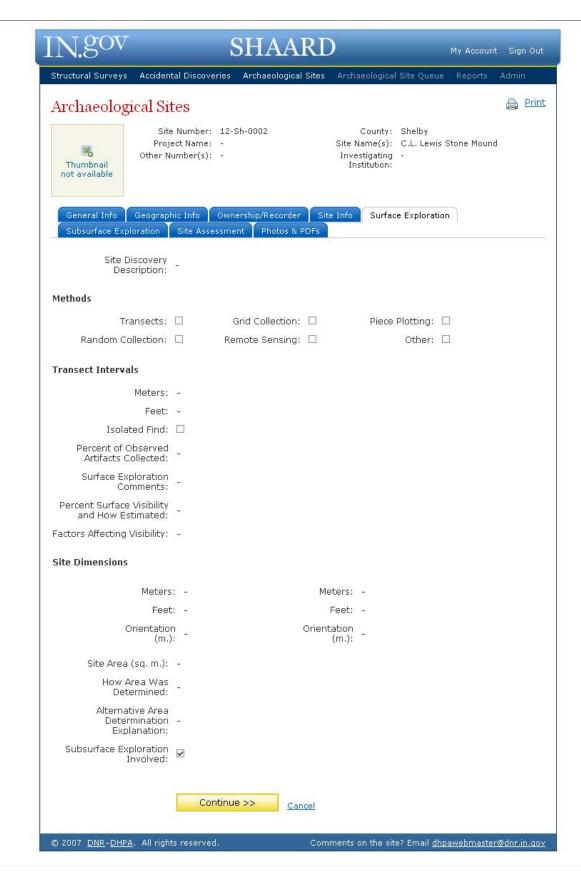


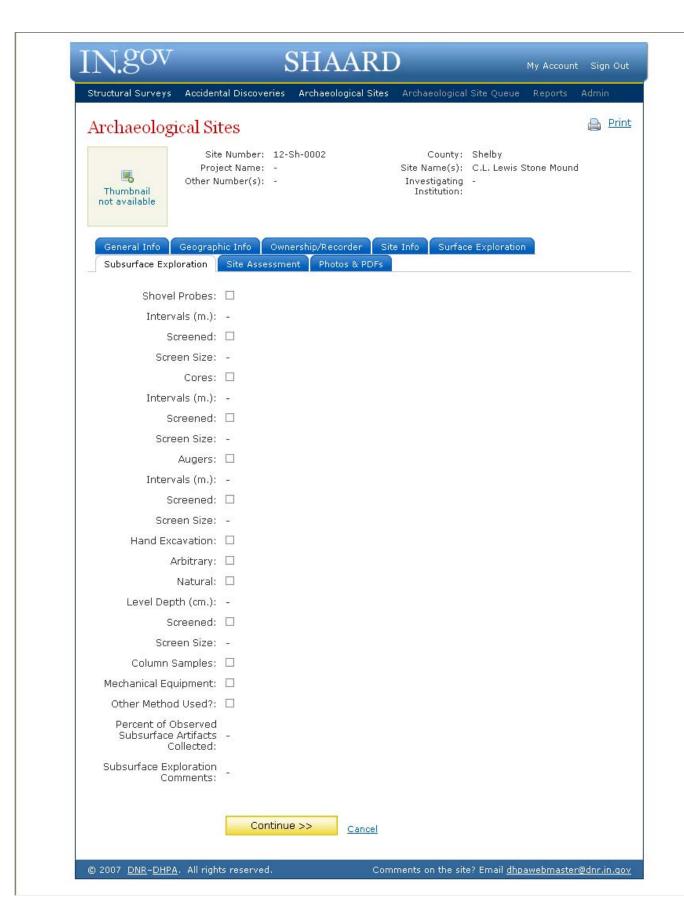


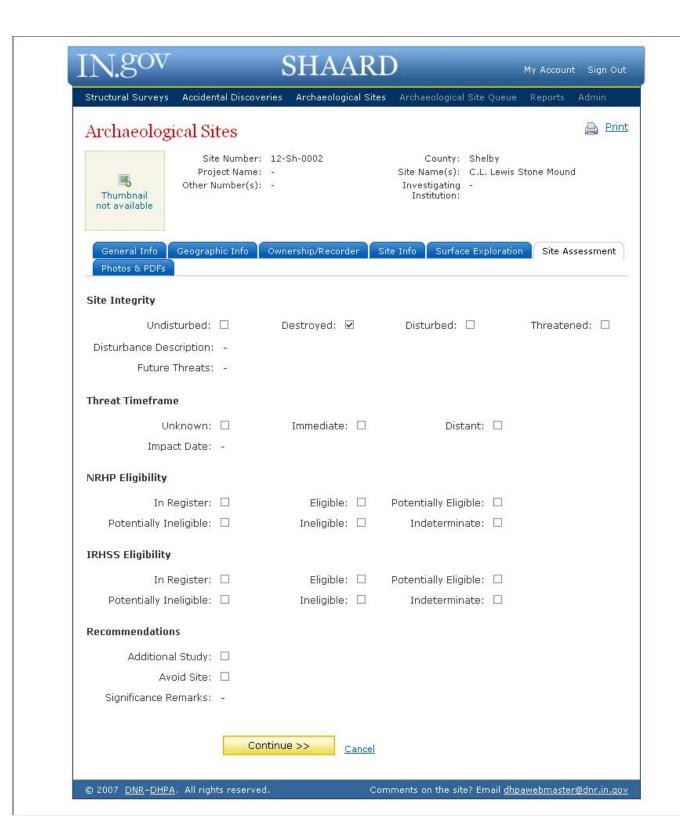














Please note that the majority of records within SHAARD do not have photographs or pdfs associated with them.

X HOW TO ENTER ARCHAEOLOGY SITE INFORMATION INTO SHAARD

A. GENERAL INFORMATION

1. Site Number:

Enter the state site number assigned by the Division of Historic Preservation and Archaeology. Use the appropriate county abbreviation, followed by a dash, followed by the assigned number. Refer to Appendix A for a list of county abbreviations. To satisfy the computer, all site numbers must have four digits; so, use the place saver "0" when necessary. For example, the first site number assigned in Marion County should be entered as "Ma-0001." If the site has been designated by more than one site number, record the numbers in the following manner: "Ma-0006 / Ma-0076." Note the use of a space, slash, space between the two numbers.

2. Reinvestigation:

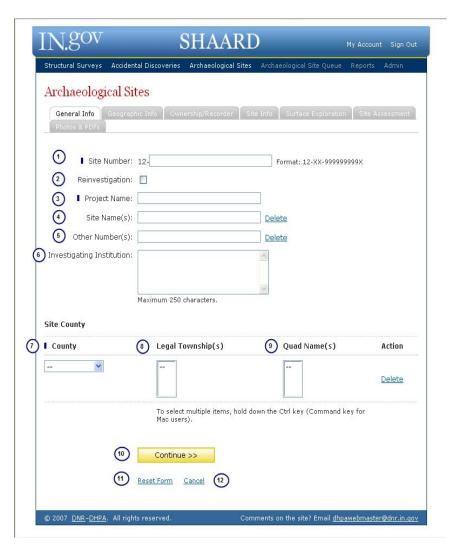
If the site was investigated prior to the present investigation, select the box.

3. Project Name:

List the official name and number of the project which involved the investigation of the site in question. If not surveyed as part of a state or federal historic preservation compliance project, indicate the activity which led to the location of the site. For example, "thesis project survey," "historic preservation grant-in-aid survey," "institutional research," etc. If the site has been surveyed as part of a compliance project, the project number, where known, should also be listed in this box.

4. Site Name(s):

If applicable, indicate the name by which the site has been called in formal reports or correspondence.



5. Other Number(s):

If applicable, list other numbers not used in Field 1 by which the site may be known. If more than one number is added, please separate them with a semicolon (;).

6. <u>Investigating Institution</u>:

Indicate the name of the institution conducting the present exploration of the site.

7. County:

Select the appropriate county in which the site is located from the drop down list. If the site is located in more than one county, include the names of all counties involved, listing first the name of the county within which the site is primarily located. After selecting the appropriate legal township(s) or quad name(s), select "Add" under action and repeat the process for each county.

8. <u>Legal Township(s)</u>:

Indicate the legal township(s) within which the site is located from the drop down list. Where there are multiple townships, please select all appropriate ones represented at the site by holding the Ctrl key. The list of legal townships is based upon the County selected. If a legal township does not appear on the list, please contact SHAARDAdmin@dnr.IN.gov.

9. Quad Name(s):

Enter the name(s) of the USGS 7.5' Quadrangle(s) on which the site is located from the drop down list. Where there are multiple quadrangles, please select all appropriate ones represented at the site by holding the Ctrl key. The list of quadrangles is based upon the County selected. If a quadrangle does not appear on the list, please contact SHAARDAdmin@dnr.IN.gov.

10. Continue:

Click continue to save the information on this page and continue to the next tab.

11. Reset Form:

Clicking reset form will clear all of the data entered.

12. Cancel:

Cancel will exit you out of the record without saving information entered.

B. GEOGRAPHIC INFORMATION

1. <u>City</u>:

Indicate the name of the city or town nearest the site. If desired, follow this with directional information, separating it from the city or town name with a comma. For example, "Indianapolis, southwest of."

2. Reserve:

Indicate the name of the Indian Reserve or Military Reserve within which the site is located, if applicable.

3. Lot Number:

Indicate the civil lot number upon which the site is located, if applicable. For example, "Lot 41A."

4. Section Grid Alignment:

For purposes of determining defined 1/4 section locations, indicate landmarks by which the section grid template was aligned. Grids are traditionally aligned along the south and west section boundaries when possible.

5. Quarter Sections:

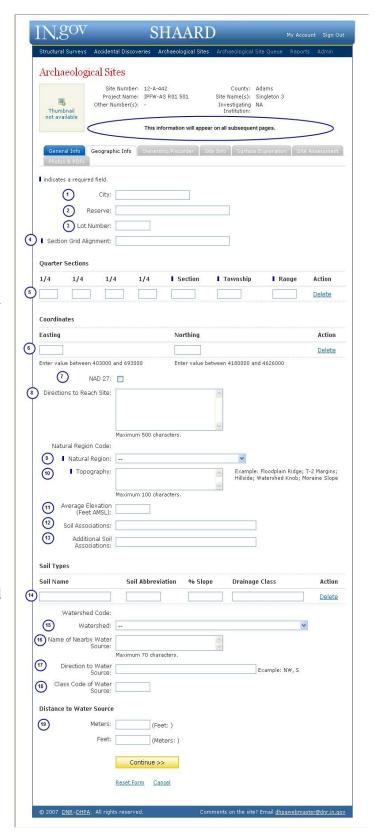
Indicate the location of the site as accurately as possible using the 1/4, 1/4, 1/4, 1/4 system. If there are less than four quarters, put a "-" in the one(s) that should be blank. A maximum of five lines of quarter sections can be entered.

Section:

Record the appropriate Section from the USGS Quadrangle map for each quarter section location. *This is a required field.*

Township:

Record the appropriate Township from the USGS Quadrangle map for each quarter section location. *This is a* required field.



Range:

Record the appropriate Range from the USGS Quadrangle map for each quarter section location. *This is a required field*.

6. Coordinates:

Place the easting and northing values for the site. Be sure to include the center coordinate. A maximum of five pairs of coordinates can be entered. It is preferred that all coordinates be taken in NAD 83.

Easting:

Values must fall between 403000 and 693000.

Northing:

Values must fall between 4180000 and 4626000.

7. NAD 27:

If the coordinates were collected using NAD 27, please check the box.

8. Directions To Reach Site:

Give clear and concise directions to the site from the nearest city. For example, proceed westward from Portland, Indiana on State Road (SR) 26 for approximately 13 miles; turn left (south) on Jay County Road 45 East, proceed for approximately 6 miles. The site is located approximately 20 feet west of County Road 45 East, approximately 400 feet due east of the confluence of Sipe Ditch and an unnamed intermittent drain, on a terrace ridge.

9. Natural Region:

This field is also referred to as Physiographic Zone. Refer to Appendix B for a map of Indiana's Natural Regions. Select from the drop down list all Sections or Regions which contain the site. The appropriate Natural Region code will automatically populate.

10. Topography:

Indicate the topographic situation of the site using Appendix C as a guide.

11. Average Elevation (Feet AMSL):

Indicate the average elevation of the site in feet above mean sea level.

12. Soil Associations:

Indicate the major soil association for the area of the site. Obtain the information from the color-coded, General Soil Map in the appropriate USDA county soil survey. A correct entry would appear as "Wawasee-Crosier-Barry." Note the use of dashes in the name.

13. Additional Soil Associations:

Indicate additional soil associations, if appropriate, for the area of the site.

14. Soil Types

Obtain the information from the USDA county soil survey. Include any additional, highlighted information listed with the soil name in the USDA county soil survey. A total of four (4) soil types can be recorded. A correct entry would appear as "Wawasee fine sandy loam; WkC2; 6 to 12; eroded, well drained."

Soil Name:

Enter the name for the specific soil type(s) upon which the site is located.

Soil Abbreviation:

Enter the abbreviation for the specific soil type(s) upon which the site is located.

% Slope:

Enter the percent slope for the specific soil type(s) upon which the site is located.

Drainage Class:

Enter the drainage class for the specific soil type(s) upon which the site is located.

15. Watershed:

Use the Drainage Basins map in Appendix D to identify the appropriate major watershed within which the site is located. Select this watershed from the drop down list. The appropriate Watershed code will automatically populate.

16. Name of Nearby Water Source:

Indicate the name and type of the nearest water source available to the site at the time of its occupation (as nearly as can be determined).

17. Direction To Water Source:

Indicate the direction from the site to the point of the Nearby Water Source used to determine the Distance To Water Source.

18. Class Code of Water Source:

If known, enter the Water Class Code of the Nearby Water Source.

19. Distance To Water Source:

Give the distance in meters or feet "as the crow flies" from the site to the Nearby Water Source listed in Field 16. Do not enter the value in both meters and feet; the application will convert the unit of measurement automatically.

C. OWNERSHIP/RECORDER

Ownership Information

1. Ownership Type:

Select the appropriate response.

2. Name:

Indicate the name of the person, agency, company, etc. who owns the property upon which the site is located.

3. Address:

Indicate the legal address of the person, agency, company, etc. listed in Field 2.

4. City:

Indicate the city of the person, agency, company, etc. listed in Field 2.

5. State:

Indicate the state of the person, agency, company, etc. listed in Field 2.

6. Zip Code:

Indicate the zip code of the person, agency, company, etc. listed in Field 2

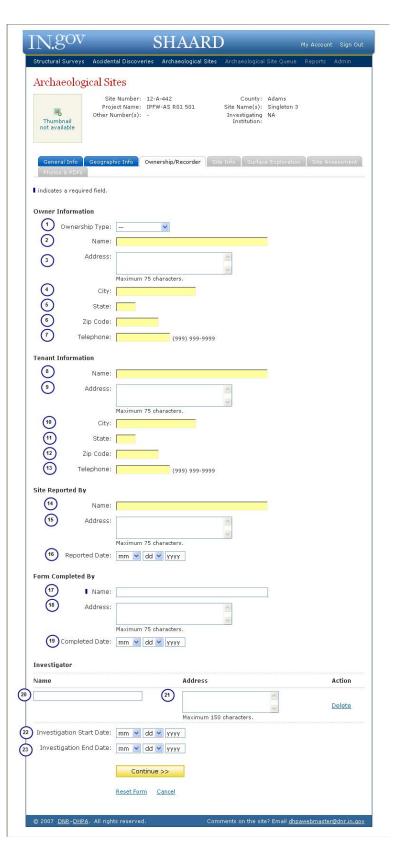
7. <u>Telephone</u>:

Indicate the telephone number of the person, agency, company, etc. listed in Field 2.

Tenant Information

8. Name:

Indicate the name of the person, agency, company, etc. leasing, occupying, or otherwise responsible for the property upon which the site is located.



9. Address:

Indicate the legal address of the person, agency, company, etc. listed in Field 8.

10. City:

Indicate the city of the person, agency, company, etc. listed in Field 8.

11. State:

Indicate the state of the person, agency, company, etc. listed in Field 8.

12. Zip Code:

Indicate the zip code of the person, agency, company, etc. listed in Field 8.

13. <u>Telephone</u>:

Indicate the telephone number of the person, agency, company, etc. listed in Field 8.

Site Reported By

14. Name:

Indicate the name of the person who originally reported the site location. If reported in a publication, please enter the information in the <u>References and Notes</u> field on the Site Information tab.

15. Address:

Indicate the address of the institution with which the person identified in Field 14 is affiliated. If reported in a publication, please leave blank.

16. Reported Date:

Indicate the date upon which the person identified in Field 14 reported the site. You must enter in a month, a day and a year. If you do not have a month or a date, use January 01 as a default value. The year is to be recorded using four digits (e.g., "1882" or "1971").

Form Completed By

17. Name:

Indicate the name of the person entering the information into the computer database. *This is a required field*.

18. Address:

Indicate the address of the institution with which the person identified in Field 17 is affiliated. *This is a required field*.

19. Reported Date:

Indicate the date upon which the person identified in Field 17 entered information into the database. You must enter in a month, a day and a year. If you do not have a month or a date,

use January 01 as a default value. The year is to be recorded using four digits (e.g., "1882" or "1971"). *This is a required field*.

Investigator:

20. Name:

Indicate the name of the person who examined the site.

21. Address:

Indicate the address of the institution with which the person identified in Field 20 is affiliated.

22. <u>Investigation Start Date</u>:

Indicate the date upon which the person identified in Field 20 conducted the present investigation. If the investigation was completed in one day, record the date in the "End" fields. If the investigation continued more than one day, record the beginning date in these fields. You must enter in a month, a day, and a year. If you do not have a month or a date, use January 01 as a default value. The year is to be recorded using four digits (e.g., "1882" or "1971").

23. <u>Investigation End Date:</u>

Indicate the date upon which the person identified in Field 20 concluded the present investigation. If the investigation was completed in one day, record the date in the "End" fields. If the investigation continued more than one day, record the ending date in these fields. You must enter in a month, a day, and a year. If you do not have a month or a date, use January 01 as a default value. The year is to be recorded using four digits (e.g., "1882" or "1971").

D. SITE INFORMATION

1. Project Type:

Select the appropriate type based on the following descriptions:

Accidental Discovery ARPA
Section 106 Mining
14-21-1 Plan Avocational
Research Grant

2. Deposits Present:

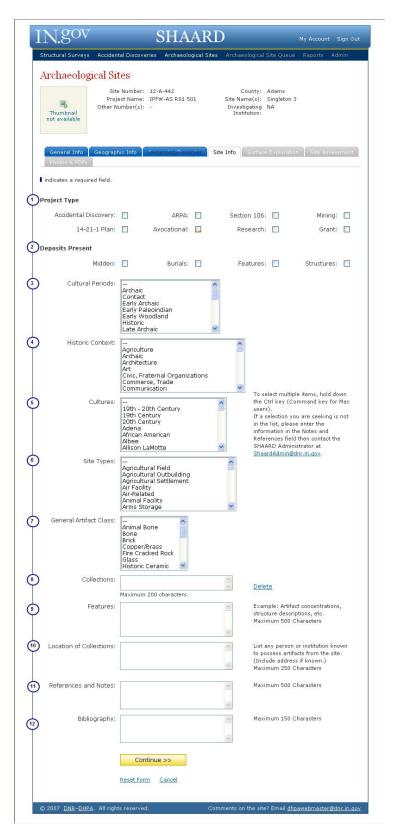
Select one of the four choices (Midden, Burials, Features, Structures), if applicable, and explain your selection in the <u>References and Notes</u> field (Field 11).

3. Cultural Periods:

Select the appropriate Cultural Period(s) from the drop down list. *Note*: By selecting only the boxes labeled "Archaic" or "Woodland" the recorder indicates an "unknown" or "undefined" Archaic or Woodland cultural period. For a multicomponent site, please select all Cultural Periods represented at the site by holding the Ctrl key. If the Cultural Period you are looking for does not appear on the list, please enter the information in the References and Notes field.

4. Historic Context:

Choose the Historic Context(s) from the drop down list. According to National Register Bulletin 15, *How to Apply the National Register Criteria for Evaluation*, "Historic Contexts are those patterns, themes, or trends in history by which a specific occurrence, property, or site is understood and its meaning (and ultimately its significance) within prehistory or history is made clear." Where there are multiple contexts, please select all appropriate ones represented at the site by holding the Ctrl key. If the Historic Contexts you are



looking for does not appear on the list, please enter the information in the <u>References and Notes</u> field (Field 11).

5. Cultures:

Choose the Culture(s) from the drop down list. Where there are multiple cultures, please select all appropriate ones represented at the site by holding the Ctrl key. If the Culture(s) you are looking for does not appear on the list, please enter the information in the <u>References and Notes</u> field (Field 11).

6. Site Types:

Choose the Site Type(s) from the drop down list. Where there are multiple site types, please select all appropriate ones represented at the site by holding the Ctrl key. If the Site Type(s) you are looking for does not appear on the list, please enter the information in the References and Notes field (Field 11).

7. General Artifact Classes:

Choose all appropriate classes from the drop down list. Where there are multiple artifact classes, please select all appropriate ones represented at the site by holding the Ctrl key. If the general artifact class you are looking for does not appear on the list, please enter the information in the References and Notes field (Field 11).

8. Collections:

As completely as possible provide a list of artifacts found on the site. Include counts of artifacts, artifact identifications, raw materials, and weights, where applicable. Each box will hold up to 200 characters. You can add up to fourteen (14) collection boxes. If you have a large collection of artifacts, we recommend that you attach the list as a pdf file.

9. Features:

Describe any features, artifact concentrations, structures, etc. found within the site. Include a discussion of the integrity of the mentioned items. Also, enter any additional information that is not applicable to other fields on the site form.

10. Location Of Collections:

List any person or institution known to possess artifacts from the site, and include an address if known.

11. References and Notes:

List all known sources which contain information on the site. Include any report resulting in whole or in part from the present investigation of the site.

12. Bibliography:

List all known sources which contain information on the site. Include any report resulting in whole, or in part, from the present investigation of the site.

E. SURFACE EXPLORATION

1. <u>Site Discovery Description</u>:

Describe how the site was discovered.

2. Methods:

Select the appropriate box(es) characterizing how the site surface was explored. If "Other" is selected, please explain the method in the box.

3. Transect Intervals

The interval at which transects can be entered is either meters or feet. The application will calculate the value for whichever interval is not populated.

4. Isolated Find:

If the site consists of one artifact, please check the box.

5. Percent Of Observed Artifacts Collected:

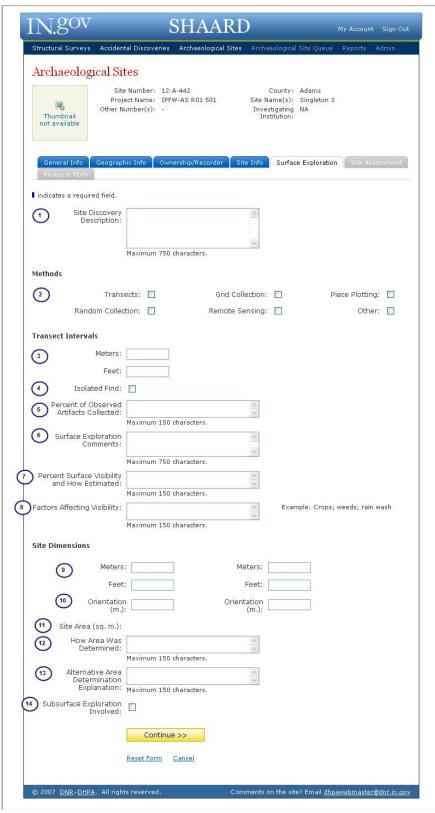
Estimate the percent of observed surface artifacts collected during the survey.

6. Surface Exploration Comments:

Include additional information deemed pertinent to how the site surface was investigated as well as any field methods not addressed in Field 2.

7. <u>Percent Surface Visibility And How Estimated:</u>

Indicate the degree to which the soil surface of the site was exposed (expressed in the form of a percentage) and the manner by which this figure was determined.



For visibilities expressed as a range, please use "to" instead of "-." For example, "40 to 50."

8. Factors Affecting Visibility:

Describe any positive or negative factors affecting the soil surface visibility of the site.

9. Site Dimensions:

If the dimensions can be determined on a north-south by east-west (or similar orientation), indicate the measurement in either feet or meters. Do not enter the value in both meters and feet; the application will convert the unit of measurement automatically.

10. Orientation:

Enter the orientation of the site dimensions on a north-south by east-west, or similar orientation.

11. <u>Site Area (sq. m.)</u>:

Do not enter any values. The figure will be calculated automatically.

12. How Area Was Determined:

Explain how the values in Field 9 were obtained.

13. Alternative Area Determination Explaination:

If the site area cannot be expressed in the format of Field 9, or if the site area is more appropriately expressed in another format, list and explain the site area in this Field.

14. Subsurface Exploration Involved:

Check this box if there was subsurface exploration.

F. SUBSURFACE EXPLORATION (This tab appears if Field 14 is selected on the Surface Exploration tab.)

1. Shovel Probes:

Please check the box if probes were used.

Intervals (m):

Indicate in meters the interval at which the probes were utilized.

Screened:

Check the box if the shovel probes were screened.

Screen Size:

If the shovel probes were screened, indicate the mesh size of the screen used.

2. Cores:

Check the box if cores were used.

Intervals (m):

Indicate in meters the interval at which the cores were utilized.

Screened:

Check the box if the cores were screened.

Screen Size:

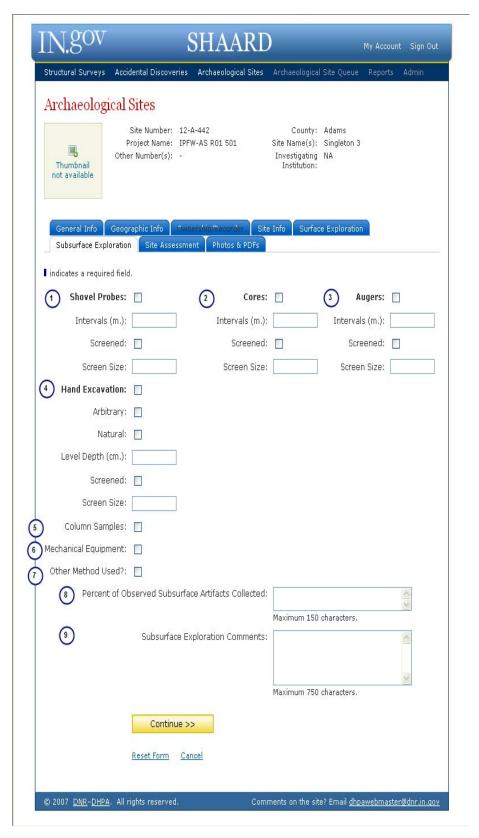
If the cores were screened, indicate the mesh size of the screen used.

3. Augers:

Check the box if augers were used.

Intervals:

Indicate in meters the interval at which the augers were utilized.



Screened:

Check the box if the augers were screened.

Screen Size:

If the augers were screened, indicate the mesh size of the screen used.

4. Hand Excavation:

Check the box if hand excavated units were used.

Level Type:

Select the appropriate response between Arbitrary or Natural.

Level Depth (cm.):

If "Arbitrary" was selected, indicate in centimeters the utilized depth.

Screened:

Check the box if the excavated soil was screened.

Screen Size:

If the excavated soil was screened, indicate the mesh size of the screen used.

5. Column Samples:

Check the box if column samples were used.

6. Mechanical Equipment:

Check the box if mechanical equipment was used.

7. Other Method Used?:

Check the box if the subsurface was explored by a method other than those listed in Field 1 through Field 6.

8. Percent Of Observed Subsurface Artifacts Collected:

Estimate the percent of observed artifacts collected during the subsurface exploration of the site.

9. Subsurface Exploration Comments:

Describe any field methods not covered by Field 1 through Field 7. This may include explanations of other means of processing the shovel probes, cores, augers, hand excavation, column samples, or mechanical equipment (e.g., hand sifting, trowel sifting, water screening, flotation, 100% recovery of matrix, curation of soil samples, etc.). Include the size of shovel probe (i.e., 30 cm diameter, 50 x 50 cm square), size of core (3/4 inch, diameter, 2.0 inch diameter, etc.), size of auger, and/or size of hand excavated units. Also include additional information deemed pertinent to how the site subsurface was investigated.

G. SITE ASSESSMENT

1. Site Integrity:

Select the appropriate box

2. Disturbance Description:

If the site is disturbed, note the cause, nature, extent, and duration of the disturbance.

3. <u>Future Threats</u>:

Note any known or projected threats to the integrity of the site and the known or projected "life expectancy" of the site. Examples include planned construction, demographic trends, exploitable mineral deposits, erosion, agriculture, etc.

4. <u>Threat Time Frame</u>: Select the

appropriate box.

5. <u>Impact Date:</u>

If known, enter the date of expected, future impacts in the order of month, day, and year. You must enter in a month, a day and a year. If you do not have a month or a date, use January 01 as a default value. The year is to be recorded using four digits (e.g., "1882" or "1971").



6. NRHP Eligibility:

Select the appropriate box based on the National Register criteria for significance found in Appendix E, an excerpt from the National Register Bulletin 15, *How to Apply the National Register Criteria for Evaluation*.

7. IRHSS Eligibility:

Select the appropriate box based on the State Register criteria for significance as explained in Appendix F.

8. Recommendations:

Select the appropriate box(es).

9. Significance Remarks:

Offer any additional information or opinions useful for evaluating the site's significance.

H. PHOTOGRAPHS & PDF FILES

1. Photographs

Click on the "Browse" button and navigate to the location of the photograph you would like to upload. Once you have selected the photograph, click on "Upload File."

2. Subject

Once the file has been successfully uploaded, choose the appropriate subject of the file from the drop-down list.

3. Pdfs

Click on the "Browse" button and navigate to the location of the pdf file you would like to upload. Once you have selected the file, click on "Upload File."

4. Subject

Once the file has been successfully uploaded, choose the appropriate subject of the file from the drop-down list.



SHAARD

My Account Sign Out

Action

County: Adams

Site Name(s): Singleton 3

Investigating NA

Institution:

Size

Subject

5. Complete

Once done, click on the complete button and the record will be put into the Archaeological Site Queue for approval by the DHPA staff.

Archaeological Site 12-A-442 added successfully.

Site Number: 12-A-442

Browse... Upload Photo

Browse... Upload File

A maximum of 6 images may be uploaded. Images other than JPEG format shall be converted.

Other Number(s): -

Project Name: IPFW-AS R01 501

Jgov

Thumbnail

not available

Photos & PDFs

Photos

PDFs

(2)

I indicates a required field

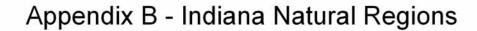
Filename

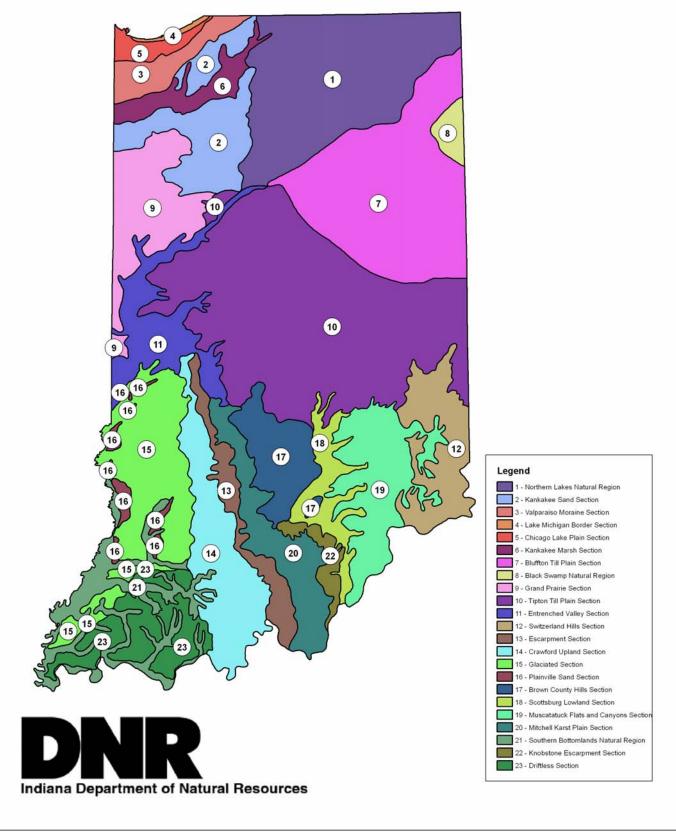
Archaeological Sites

APPENDIX A

State of Indiana County Abbreviations

ADAMS	A	LAWRENCE	Lr
ALLEN	Al	MADISON	M
BARTHOLOMEW	В	MARION	Ma
BENTON	Bn	MARSHALL	Mr
BLACKFORD	Bl	MARTIN	Mn
BOONE	Во	MIAMI	Mi
BROWN	Br	MONROE	Mo
CARROLL	C	MONTGOMERY	My
CASS	Ca	MORGAN	Mg
CLARK	Cl	NEWTON	N
CLAY	Су	NOBLE	No
CLINTON	Cn	OHIO	O
CRAWFORD	Cr	ORANGE	Or
DAVIESS	Da	OWEN	Ow
DEARBORN	D	PARKE	P
DECATUR	De	PERRY	Pe
DEKALB	Dk	PIKE	Pi
DELAWARE	Dl	PORTER	Pr
DUNOIS	Du	POSEY	Po
ELKHART	E	PULASKI	Pl
FAYETTE	F	PUTNAM	Pm
FLOYD	Fl	RANDOLPH	R
FOUNTAIN	Fo	RIPLEY	Ri
FRANKLIN	Fr	RUSH	Ru
FULTON	Fu	ST. JOSEPH	Sj
GRANT	G	SCOTT	s
GIBSON	Gi	SHELBY	Sh
GREENE	Gr	SPENCER	Sp
HAMILTON	Н	STARKE	St
HANCOCK	На	STEUBEN	Sn
HARRISON	Hr	SULLIVAN	Su
HENDRICKS	He	SWITZERLAND	Sw
HENRY	Hn	TIPPECANOE	T
HOWARD	Но	TIPTON	Ti
HUNTINGTON	Hu	UNION	U
JACKSON	J	VANDERBURGH	Vg
JASPER	Js	VERMILLION	Ve
JAY	Ja	VIGO	Vi
JEFFERSON	Je	WABASH	Wb
JENNINGS	Jn	WARREN	Wa
JOHNSON	Jo	WARRICK	W
KNOX	K	WASHINGTON	Ws
KOSCIUSKO	Ko	WAYNE	Wy
LAGRANGE	L	WELLS	We
LAKE	La	WHITE	Wh
LAPORTE	Le	WHITLEY	Wi





APPENDIX C

Topographic Features

(adapted from the Oracle System Survey Manual by W. Frederick Limp, Indiana University, Glenn A. Black Laboratory of Archaeology, Research Reports, No. 3, 1978)

The various topographic features and descriptions are as follows:

Floodplain Features

Floodplain Flats

Includes the area between the river bank and terrace margins, this area is essentially flat and is subject to repeated flooding.

Floodplain Ridge

A rise within the limits of the floodplain which is not clearly a terrace remnant or a natural levee. These ridges may be terrace remnants etc., but in those cases where confusion exists, the rises are classified as floodplain ridges.

Natural Levee

An extended linear rise on the floodplain which parallels the present or earlier river course(s).

Riverbank/Buried

The immediate vicinity of the modern riverbank and also sites located in the riverbank profile below the modern surface.

Terrace remnant on floodplain

A prominence on the floodplain which is similar to the floodplain ridge but can instead be clearly associated with a terrace feature.

Terrace Features

T-1 Margin

Includes the sloping area up from the floodplain to the top of the lower terrace proper.

T-1 Flats

The portion of the lowest terrace with slight or no regular elevation change, extending from the T-1 margin to the bottom of the T-2 margin.

T-2 Margins

The slope from T-1 flats to the top of T-2 proper.

T-2 Flats

Comparable to T-1.

T-3 Margins

Comparable to T-1.

T-3 Flats

Comparable to T-1.

Note: The flats of the uppermost terrace, either T-1, T-2, T-3, etc., extend either to the talus, hillside or bluff base behind but do not include these features. If it is not possible to determine whether a feature is part of T-1, or T-2 etc., then it can be categorized as a terrace margin or a terrace flat.

Ohio Lacustrine Plain

Flat surfaces comparable in elevation to the river terraces which they abut. The lacustrine plains extend up valleys from the terraces and are characterized by very little relief and soil types derived from lake sediments.

Dune on Terrace

An often pronounced hill-like feature usually on the eastern side of major glacial sluiceways, e.g. Wabash and White Rivers. On topographic maps the dune often cannot be differentiated from terrace remnants, etc. From "on site" observation, the dune nature of sand deposition is frequently clear.

Slope Features

Talus

A depositional surface at the base of a hillside or bluff. In general, the talus is less precipitous than the bluff or hillside above.

Hillside

An erosional surface of obvious and extended regular elevation change. The degree of slope may vary considerably from gentle to pronounced.

Bluff Base

In a comparable location as a talus feature but with little depositional materials. The bluff base is at the angular "connection" of a steep bluff and the terrace or floodplain, etc., below.

Low Terminal Ridge Spur

A slight "step" in a hillside which results from the projection of a "ridge spur" into the valley. A "ridge spur" is a finger-like feature with slopes on three sides. The low terminal ridge spur is a flattened area beneath the ridge top and above the terrace and/or floodplain below.

Bench

A slope feature common to stream and large river valleys away from the major rivers. A bench is a flattened area on the side of a slope that may occur anywhere on the sides of low terminal ridge spurs. These features occur in valleys where no true terraces are present and appear as terrace-like formations.

Bluff Top Features

Top of Bluff "Linear"

The area at the top of a pronounced elevation change, such as a bluff along various rivers. Depending on the area, however, the actual slope of the bluff may range from precipitous to moderate. The feature should extend for some distance in a more or less "linear" fashion; contrast with bluff top, head of gully.

Bluff Top, Head of Gully

The area at the top of a bluff which has been dissected by a small erosional valley, i.e. a gully. The area extends on all three sides of the gully.

Bluff Top, Ridge Spur

A bluff top located on a ridge spur. A ridge spur is a "finger-like" projection of the ridge out into the valley.

Upland and Watershed Features

Upland Flats

Areas of moderate to slight elevation change back from bluffs and other areas of pronounced elevation change. In the dissected portions of the state, the "Upland flats" may not be "flat" but rolling or even slightly dissected; hence, some sloping areas near the sides of the ridge crests may also be included. In the glaciated areas, the Upland Flats include areas of no relief; compare to moraine features.

Watershed Knob

An upland, as compared to floodplain or terrace, feature. The knob is an encompassed feature such that runoff would be in all directions from its highest point.

Watershed Ridge Crest

A "linear" upland feature of some length which serves as a local watershed divide.

Watershed Saddle

A "flattened" area of somewhat lower elevation, between two or more watershed knobs.

Glacial Features

Esker and Kame

Areas of pronounced, increased elevation within a glaciated area. The esker is lengthy, often sinuous. The kame is an inverted bowl. The kame differs from a watershed knob, and the esker from a watershed ridge, only in their origins as glacial deposits.

Moraine Slope

An area of often only slight but continuous elevation change. Frequently a moraine can only be determined by examination of a very wide area, as the local changes are often minute.

Moraine Crest

The highest area of a moraine feature. Differs from a watershed ridge crest only in its glacial origin.

Intermorainal Swale

An area of comparably low elevation between two moraines. Prior to modern ditching, these areas were often swamp/lake-like.

Topographic features cross cutting the previous classes:

Terrace Remnant on Floodplain

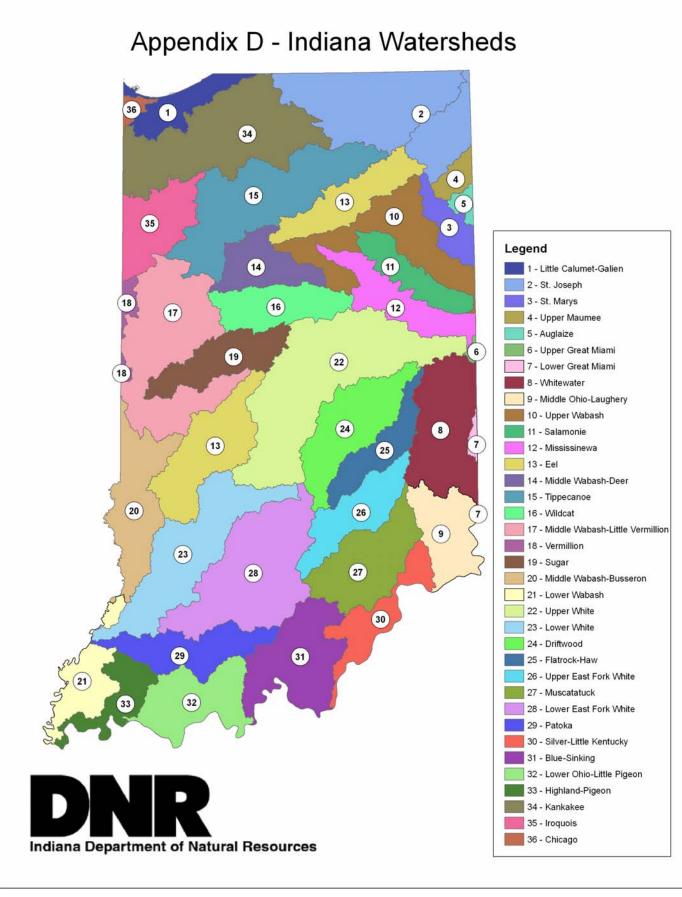
A prominence on the floodplain which can be clearly associated with the terraces by its elevation and/or soil type.

Upland Remnant "on" Terrace

A portion of the uplands which has become isolated by erosion and is now "surrounded" by a terrace. Variants are listed below:

Upland Remnant "on" T-1 Upland Remnant "on" T-2

Upland Remnant "on" T-3



APPENDIX E

(excerpt from the National Register Bulletin 15, How to Apply the National Register Criteria for Evaluation)

Criteria for Evaluation

The quality of significance in American history, architecture, archaeology, engineering, and culture is present in districts, sites, buildings, structures, and objects that possess integrity of location, design, setting, materials, workmanship, feeling, and association, and:

- A. That are associated with events that have made a significant contribution to the broad patterns of our history; or
- **B.** That are associated with the lives of significant persons in or past; or
- C. That embody the distinctive characteristics of a type, period, or method of construction, or that represent the work of a master, or that possess high artistic values, or that represent a significant and distinguishable entity whose components may lack individual distinction; or
- **D.** That have yielded or may be likely to yield, information important in history or prehistory.

Criteria Considerations

Ordinarily cemeteries, birthplaces, graves of historical figures, properties owned by religious institutions or used for religious purposes, structures that have been moved from their original locations, reconstructed historic buildings, properties primarily commemorative in nature, and properties that have achieved significance within the past 50 years shall not be considered eligible for the National Register. However, such properties *will qualify* if they are integral parts of districts that do meet the criteria or if they fall within the following categories:

- **a.** A religious property deriving primary significance from architectural or artistic distinction or historical importance; or
- **b.** A building or structure removed from its original location but which is primarily significant for architectural value, or which is the surviving structure most importantly associated with a historic person or event; or
- **c.** A birthplace or grave of a historical figure of outstanding importance if there is no appropriate site or building associated with his or her productive life; or
- **d.** A cemetery that derives its primary importance from graves of persons of transcendent importance, from age, from distinctive design features, or from association with historic events; or
- **e.** A reconstructed building when accurately executed in a suitable environment and presented in a dignified manner as part of a restoration master plan, and when no other building or structure with the same association has survived; or
- **f.** A property primarily commemorative in intent if design, age, tradition, or symbolic value has invested it with its own exceptional significance; or
- **g.** A property achieving significance within the past 50 years if it is of exceptional importance.

APPENDIX F

Guidelines for State Register Criteria

(adapted from a manuscript on file at the Division of Historic Preservation and Archaeology)

The following are guidelines for State Register Criteria.

Criteria for the State Register

- A. A site, district, object, or building will be eligible for inclusion in the State Register of Historic Sites and Structures if it is significant in the development of Indiana and local history, architecture, archaeology, and culture; possesses integrity of location, design, setting, materials, and workmanship; and satisfies one or more of the following:
 - 1. Is associated with events that have made a significant contribution to national, state, or local history.
 - 2. Is associated with individuals significant in the past of the nation, state, or local community.
 - 3. Embodies distinctive characteristics of a type, period, or method of construction; represents the work of a master; or possesses high artistic value.
 - 4. Has yielded, or may likely yield information important to the archaeological knowledge of the prehistoric or historic development of the state or nation.
- B. Ordinarily, structures moved from their original locations, reconstructed historic buildings, properties primarily commemorative in nature, archaeological sites whose contextual integrity has been significantly altered, and properties which have achieved significance within the past 50 years shall not, as a rule, be eligible for the State Register. However, such properties will qualify if they are integral parts of districts that do meet the criteria or if they fall in one or more of the following categories:
 - 1. A building or structure removed from its original location but is a surviving structure associated with an historical person or event.
 - 2. A reconstructed building when accurately executed in a suitable environment and presented in a dignified manner.
 - 3. A property primarily commemorative in intent, if design, age, tradition or symbolic value has invested it with its own historical significance.
 - 4. A property achieving significance within the past 50 years, if it is of exceptional importance in the historical, architectural, archaeological, or cultural development of the state or nation.
 - 5. Archaeological sites whose contextural integrity has not been significantly altered by natural forces or human activities and which may yield pertinent and/or quality cultural, biological, faunal and floral data regarding cultural patterns, processes, or activities significant in our past.